



SAN BRUNO CITY COUNCIL MEETING

MINUTES

JUNE 10, 2003

This is to certify that:

The San Bruno City Council met in regular session at the San Bruno Senior Center 1555 Crystal Springs Road. Meeting called to order at 7:00 p.m.

Mayor Franzella thanked the **San Bruno Garden Club** for providing the beautiful floral arrangement.

ROLL CALL: Present were Mayor Franzella presiding, also attending were Vice Mayor Pallas, Councilmembers Ruane, O'Connell, and Ibarra. Recording was City Clerk Simon with no one absent.

PLEDGE OF ALLEGIANCE: Lead by Police Chief Lee Violet.

PROCLAMATIONS:

Proclamation recognizing the 60th anniversary of the **San Bruno Lions Club**. Mayor Franzella will present to Frank Rescino, the incoming President, at the Installation of Officers on Saturday June 14, 2003.

Proclamation declaring July as **Recreation & Parks Month**. Presented to Wendy Mines, Senior Center Services Manager. Wendy Mines indicated there would be free "swim day" including free hot dogs and sodas at the Swim Pool on Saturday July 19th, 2003

ANNOUNCEMENTS made by Mayor:

San Bruno Redevelopment Agency meeting will convene following item 9. b. in order to complete the Community Promotions allocations, consider adopting a Building Façade Improvement Program, and accept the Historical Resource Inventory Report.

Friends of Sweeney Ridge are hosting the Third Annual Walk-A-Thon event on June 21, 2003 at 10:00 a.m. starting at the Sneath Lane Gateway entrance to Sweeney Ridge.

Kaiser Permanente Medical Center of SSF will host a "Neighbors in Heath" event Saturday June 14, 2003 for 9 to 1 p.m.

National Prostate Cancer Coalition will hold a screening at the Albertson's Food Market from 8:00 a.m. to noon on Saturday June 21, 2003.

REVIEW OF AGENDA: Item no. 9.e moved after 9.c.

APPROVAL OF MINUTES: For the regular Council meeting of May 27, 2003. Vice Mayor Pallas requesting consideration to change his vote on item 7.a. (1.) regarding abandonment of Shannon Well and a test well at Forest Lane Park. Mayor Franzella requested the City Clerk place item on next agenda for consideration. Minutes approved as submitted.

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CONSENT CALENDAR: All items listed are considered routine or implement an earlier Council action and may be enacted by one motion; there will be no separate discussion unless requested by Councilmember, citizen or staff.

- a. Approve: Payroll** of June 6, 2003.
- b. Approve: Accounts Payable** of May 19 & 27, 2003. (Council Packets only, copy is available for review at the City Clerk's office)
- c. Accept:** Donation of \$500 from the **Rotary Club of San Bruno** for the purpose of supporting the San Bruno Police Explorer Post #559.
- d. Approve:** Introduction and adoption of resolution No. 2003-44 accepting the Hearing Officer's findings regarding **bid protest** from Telstar Company on the SCADA project.
- e. Adopt:** Resolution No. 2003-45 approving and authorizing the submittal of an application to the San Mateo **Area Agency on Aging**, which provides support services for seniors.
- f. Approve:** Authorize a donation of \$1000 to San Bruno Pony Baseball as a sponsorship for the **2003 Bronco and Pony Baseball Sectional** at Belle Air School. Funding is from CATV account 66410-518 Community Promotions.

M/S Ibarra/Ruane to approve passed unanimously.

PUBLIC HEARINGS (NOTICES were published, posted and mailed):

Introduction & Adoption of Resolution 2003-46, which amends classification, plan of San Bruno Personnel Rules and Regulations as adopted by Resolution 1958-148, as amended revising and updating job titles and position description for **Accounting & Customer Service Representative I/II/III**. (Resolution of intent was introduced at the May 27, 2003 Council meeting) Public hearing was opened and no one wished to address the Council M/S Pallas/Ruane to close the public hearing, passed unanimously. Introduction of resolution by Ruane for adoption, roll call vote all ayes.

Introduction & Adoption of Resolution 2003-47, which details the job description of "Program Assistant", and amends the classification plan of San Bruno Personnel Rules and Regulations as adopted by Resolution 1958-148, as, amended. (Resolution of intent was introduced at the May 27, 2003, Council meeting) Public hearing was opened and no one wished to address the Council M/S Pallas/Ruane to close the public hearing, passed unanimously. Introduction of resolution by Ruane for adoption, roll call vote all ayes.

UNFINISHED BUSINESS:

Mayor Franzella requested City Council direct staff to address the issues at Peninsula Ford of San Bruno since there continues to be complaints of excessive noise, non-conforming fencing, and a lack of landscaping on the Linden Avenue side of the dealership. **City Manager Hedley gave update**, after discussions with Denise Williams, the corporate secretary, the speaker on the west side of the dealership has been disconnected and the barbed wire is being removed from the fence on the Linden Avenue side of the dealership. There have not been any noise complaints since May 30, 2003.

CALL FOR, PRESENTATION OF BIDS, and AWARD OF CONTRACTS:

Public Works Director Munns recommended that the City Council approve a supplemental appropriation of funds to the FY 2002-03 Public Works Engineering and Administration operating budget for Professional Services in the amount of \$111,500; approve amendment No.3 to Consultant Agreement with **Brandon Consulting Inc.** for an extension of consultant services in the amount of \$55,000, which makes a total authorized contract amount of \$175,000, and authorize the City Manager to execute a contract amendment in form as approved by the City Attorney. Councilmember Ibarra requested a report from staff and Merrill Buck Deputy Director gave overview. Councilmember Ibarra wanted the public to know it was not prudent to hire additional staff at this time and consultants are being used to help with significant work currently being done. M/S Ibarra/O'Connell to approve passed unanimously.

Chief of Police Lee Violet, requested Council authorization to:

Purchase a new server for the Police Department's computer aided dispatch/records management system in the amount of \$18,790.35 to replace the current HP9000 server. M/S Ruane/Pallas to approve passed unanimously.

Introduce and adopt a resolution authorizing the City Manager to enter into a new three-year agreement with the County of San Mateo Environmental Health Services Agency (which contracts with the Peninsula Humane Society) for the continuation of Animal Control Services. City Manager Hedley while recommending signing the agreement, wanted Council to provide direction if they feel staff should devote more time working with the County. The part of the agreement dealing with animal control licensing should be looked at so it provides for cost recovery. The cost of \$12.00 per dog license does not cover the cost of doing business. The reduction of fee by 50% for a senior 60 years old does not seem to be fair since it does not take in consideration the ability to pay. Councilmember Ruane suggests that after resolution is adopted a letter could be sent to the County voicing our concerns. Vice Mayor Pallas commented that seniors owning a dog should not be charged at all. Councilmember O'Connell said we should address financial need not age requirement. Councilmember Ruane introduced for adoption, roll call vote, Ruane, O'Connell, Ibarra, Franzella Yes, and Vice Mayor Pallas No. Mayor Franzella stated there was consensus that a letter should be sent to the County expressing our concerns.

COMMUNICATIONS:

Letter dated May 19, 2003, from the San Mateo County Grand Jury, containing a report with findings and recommendations pertaining to the City of San Bruno that must be responded to within 90 days. The Grand Jury has made several recommendations, which may result in a more efficient processing of arrest warrants in San Mateo County. Staff will prepare a response.

Letter dated May 30, 2003, from Ernie Gomes, Director of the Pacifica Land Trust, and Friend of Sweeney Ridge. Mr. Gomes would like to update the Council on the groups attempt to purchase and preserve the 9.2 acres of open space adjacent to the Golden Gate National Recreation Area Sweeney Ridge Trail entrance. He is requesting a **letter of support** from the San Bruno City Council be sent to the California State Coastal Conservancy (CSCC) who will work with the Pacifica Land Trust in protecting this vital and scenic property. Mr. Gomes addressed the Council and M/S Ibarra/Ruane to send letter of support, passed unanimously.

Letter dated April 18, 2003, from David P. Cropper, Partner of **The Crossing San Bruno**, requesting a temporary road closure to assure public safety during the extensive construction required for the build out of new roads and utilities.

Public Works Director Munns recommended that the City Council adopt a resolution approving the temporary closure of Commodore Drive and Third Street West, subject to the recommended conditions of approval by staff. Vice Mayor Pallas requested to know how long streets would be closed? Director Munns stated 5 months and goal is to maintain access to Marines and Church. Introduction of resolution by Councilmember Ibarra, roll call vote, all ayes.

STAFF REPORTS:

City Clerk Simon recommended the City Council introduce and adopt the attached resolutions:

Introduction and adoption of a resolution of the City Council declaring the date of the **General Municipal Election for 2003** to be Tuesday November 4, 2003. Introduction by Councilmember Ibarra, roll call vote, all ayes.

Introduction and adoption of a resolution of the City Council requesting **election services** from the County Clerk. Introduction by Councilmember O'Connell, roll call vote, all ayes.

Introduction and adoption of a resolution of the City Council establishing regulations **pertaining to Candidates Statements** including setting cost of printing the statements (if any) to be paid by the candidates.

Rose Urbach of Euclid Avenue stated as an immigrant she had to learn English in order to vote and feels charging candidates for printing the 200 word statement will hold back some persons back from running for public office.

After a discussion of the Federal Voting Rights Act and interpretation of the Master Fee Schedule, **Councilmember Ibarra**, introduced amended resolution for adoption stating the City would absorb the cost for any legally required languages, introduced a revised resolution. Current languages are English, Spanish, and Chinese. If a candidate requested any additional language there would be a fee of \$292.00 for each not legally mandated. Roll call vote, all ayes.

Community Promotion Allocations, City Clerk Simon presented FY 2003-04 requests from non-profit organizations for funding. Copies of all grant requests were included in the City Council packets only. There are 22 grant requests of which 18 are covered under the General Fund and 4 will be recommended for funding by the San Bruno Redevelopment Agency as they pertain to housing assistance. There is one new request for funding this year the Ombudsman Program. (\$1500). The Capuchino Theater is not requesting funding this year since no productions are scheduled.

Vice Mayor Pallas asked if the **Parkside After School Sports Program** had been funded yet before we start to allocate additional funds to other groups? Mayor Franzella stated this issue is not resolved yet. Councilmembers O'Connell and Ruane had met with the parents group and members of the School Board. They are confident that the program will continue and has not been eliminated this year. Councilmember Ibarra requested that a representative from each group address the Council.

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Name of organization	Approved 2003-04 funding	Motion/Second
<u>(To be funded by the General Fund)</u>		
Beautification Task Force	\$ 750	unanimous Ibarra/Pallas
Capuchino Community Theater	\$ -0-	no request n/a
Center for Domestic Violence Prevention	\$ 2500	unanimous O'Connell/Ruane
Chamber of Commerce	\$12500	motion by Pallas for 20000 failed unanimous Ibarra/Ruane
Christian Action Life Line (Call)	(representative absent with notice reschedule for 7/8/03)	
Coats for Kids program	\$ 250	unanimous O'Connell/Ruane
Collaborating Agencies (CARD)	\$ 750	unanimous Ibarra/Ruane
Jobs for Youth, Peninsula works	\$ 1500	unanimous Ruane/Ibarra
Legal Aid Society of SMC	\$ 1550	unanimous Ibarra/O'Connell
Ombudsman Program (new)	\$ 750	unanimous Ibarra/O'Connell
Project Pride Egg Hunt/Halloween	\$1000	unanimous Pallas/Ruane
Retired & Senior Volunteer Program	\$1000	unanimous Ruane/O'Connell
Saint Vincent de Paul Society	\$1550	unanimous Ibarra/O'Connell
San Bruno Lions Club (Posy Parade)	\$ 1500	unanimous Ibarra/O'Connell
San Bruno Narita Sister City Committee	\$ 1250	unanimous Ibarra/Pallas
Second Harvest Food Bank	\$ 1000	unanimous O'Connell/Ruane
Sustainable San Mateo County	\$ 750	unanimous Ruane/O'Connell
Youth & Family Assistance	\$ 1000	unanimous Ibarra/O'Connell
Peninsula Policy Partnership (Samceda)	(reschedule for representative to appear 7/8/03)	
City Council recessed to the San Bruno Redevelopment Agency at approx. 8:30 p.m. to complete the community allocations being funding by that agency.		
Redevelopment Agency Funding: (\$23,500 budgeted)		

California Dream Alliance (First Time Homebuyers)	2500
Human Investment Project	25000
No. Peninsula Neighborhood Services Center	6000
Shelter Network	7500

City Council meeting was reconvened at approx. 9:30 p.m.

Terry Jackson, Library Services Director, recommended that the City of San Bruno participate in the “**Cities That Read**” campaign, with Project Read of North San Mateo County serving as our liaison and representative to the “Cities that Read” campaign. M/S to approve O'Connell/Ibarra passed unanimously.

George Foscardo, Community Development Director, provided an oral report on activities and progress made by the Code Enforcement Program. Mr. Foscardo reviewed all activity and noted increase in cases from 309 in 2001 to 586 in 2002. Housing violations require many repeat visits by enforcement officers. Nuisance violations such as weeds are normally taken care of as soon as property owner receives a letter. Zoning violations are down but some become extended and require Planning Commission review. Mayor Franzella thanked the Director for his update.

Review of City Manager's Proposed 2003-04 and 2004-05 Water, Wastewater, and Storm Water Enterprise Funds Budget. Recommended approving expenditure budget and implementing the City Council-approved water and wastewater service rates consistent with the Water and Wastewater and Capacity Charges Study 2001 effective July 1, 2003, and reviewing rate requirements following adoption of the 2003-04 Capital Improvement Program Budget.

Water Enterprise Funds Budget. Vice Mayor Pallas wanted article in the newspaper to be corrected. We are not shutting down any wells. Approval was given to cap a test wells not operating ones. Director Munns passed out copies of slides being used to review the 2003-05 Water Budget. After a detailed presentation there were no questions of the Director. M/S O'Connell/Pallas to approve proposed budget, passed unanimously.

Wastewater Enterprise Funds Budget. Director Munns passed out copies of slides for the 2003-05 Wastewater budget. The CIP budgets will come before the Council in August. After a detailed review of the expenditure plan M/S Ruane/O'Connell to approve the new rates and proposed budget, passed unanimously.

Storm Water Enterprise Funds Budget. Director Munns passed out copies of slides for the 2003-05 Stormwater Budget. After a detailed review of the expenditure plan M/S Ibarra/Ruane to approve proposed budget, passed unanimously.

**REPORT OF CITY ATTORNEY - RESOLUTIONS & ORDINANCES: None
PUBLIC COMMENT ON ITEMS NOT ON AGENDA**

(Three minutes/individuals, five minutes/groups in attendance) If you are unable to remain at meeting, inform City Clerk and he will request that Council consider your comments earlier. **Note:** It is Council's policy to refer matters raised in this forum to staff for investigation and/or action where appropriate. Brown Act prohibits Council from discussing or acting upon any matter not agendaized pursuant to State Law.

Scott Buschman Claremont Drive expressed concern that the City's 2nd Unit ordinance 1682 is inadequate and should be amended. He cited the City of Burlingame and Millbrae, which prohibit 2nd units. Daly City requires 2 off street parking place for each unit and San Carlos, which requires 1 off street parking place for each bedroom and a restriction of 400 feet between 2nd units. San Mateo requires 1 parking place per unit and 1 per bedroom plus all parking must be brought up to current standards. He requested Council call an emergency meeting to amend ordinance 1682.

12. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

Oral Updates:

Fire Service Ad-Hoc Committee (Mayor Franzella/Councilmember Ruane) recommends Council extend the current **interim internal fire management structure** 90 days to complete the shared fire service management studies. Direct staff to bring back budget authority recommendations. M/S Franzella/Ruane to approve passed unanimously.

Facility Needs Assessment Ad-Hoc Committee (Ruane/O'Connell) gave update on improvements proposed to the former **Wells Fargo Site** at 470 San Mateo Avenue. Councilmember Ruane stated that they have narrowed recommendations down to two proposals. First, a park like setting with a 2 way street access to City public lots and second, a small green belt with retail shops below and 5 or 6 housing units above. Will be setting up a meeting with Mr. Costa and his downtown group soon and will be back to the Council within 90 days.

Beautification Task Force Committee (O'Connell) reported that the nomination forms for the annual beautification awards are now available and are on line at the City's web site. Nomination forms are due in no later that August 13, 2003. Will be presenting the awards at the October 14th City Council meeting.

NEW BUSINESS:

Mayor Franzella considers appointment of a **Council Ad Hoc committee** to review residential **design standards and a possible view ordinance** as recommended during the Joint Study Session meeting with the Planning Commission held May 20, 2003. Mayor Franzella appointed Councilmembers O'Connell and Ibarra with consensus from the Council.

Mayor Franzella requested an update on the El Camino Real paving project. Director Munns stated that on June 23, 2003 the new signals would be energized and final paving work would start in mid July. Final completion is due end of July. There is a lack of maintenance of cross streets like Jenevein Ave, Taylor Ave., Crystal Springs Rd and potholes have surfaced. Mayor Franzella requested staff to stay on top of this project.

Study Sessions scheduling. None

ADJOURNMENT:

Moment of Silence in memory of John Cook Jr., who passed away Saturday May 31, 2003 at the age of 82. John is the husband of Theresa Cook who serves on the City's Parks & Recreation Commission.

Due to a lack of a quorum for the June 24, 2003 Meeting, we will adjourn to the next regular meeting on July 8, 2003 at 7:00 pm. Senior Center (1555 Crystal Springs Road).

The foregoing minutes were approved
by the San Bruno City Council at a
regular meeting held on July 8, 2003.

Ed Simon, City Clerk

Larry Franzella, Mayor